



DEVELOPMENT SERVICES DEPARTMENT  
PLANNING & ZONING DIVISION

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## Memorandum

PZ 8-16-05

TO: Christopher Kovanes, Town Administrator  
Mayor and Town Council Members

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FROM: Ingrid Allen, Planner I

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THROUGH: Mark A. Kutney, AICP, Development Services Director  
Marcie O. Nolan, AICP, Deputy Planning and Zoning Manager

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SUBJECT: Adoption of the Proposed Evaluation and Appraisal Report (EAR)

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DATE: August 25, 2005

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**REQUEST:** Staff is requesting that the above referenced item, currently advertised for the September 7, 2005 Town Council meeting, be tabled to September 21, 2005.

**HISTORY:** The item was tabled from the Local Planning Agency (LPA)/Planning & Zoning Board meeting of August 10, 2005, to allow more time for the Board to review the report.

**JUSTIFICATION:** This item was advertised, as requested by State Statute, for the September 7, 2005 meeting. As such, a formal request to table and readvertise is required.

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